



Agenda Item Number: 2005-6-6D

BERNALILLO COUNTY BOARD OF COUNTY COMMISSIONERS

Meeting Date: June 28, 2005

Department: Finance **Staff Contact:** Dan Mayfield, Deputy County Manager Finance
Lisa Sedillo-White, Purchasing Director

TITLE: RFP# 33-05-JJ - Consulting Services

ACTION: Motion to authorize the County Manager to award and execute the Consulting Services Contract with the successful offeror to assist the County in evaluating the County's Financial System.

SUMMARY:

Bernalillo County currently shares its Financial System with the City of Albuquerque. The system includes all software for the general ledger, purchasing, accounts payable, financial reporting, budget reports, inventory, accounts receivable and Treasury interfaces. The City of Albuquerque intends to "shut down" the mainframe computer within two years and install a new Financial System.

On May 1, 2005, the Purchasing Department solicited Request for Proposals (RFP) #33-05-JJ for Consulting Services to assist the County in evaluating the County's Financial System. The initial Scope of Work will consist of a Needs Assessment. Services may be expanded to include development of a RFP Solicitation Document, Evaluation of RFP's, Contract Negotiations, a Proposed Governance and Project Management Structure, and Project Management Services.

On May 31, 2005, the Purchasing Department received five proposals on behalf of the RFP solicitation. Proposals were received from Public Sector Technology Consultants, LLC, TMG Consulting, Jupiter Ventures, the Government Finance Officers Association, and Digital Migration. The evaluation and negotiations process is scheduled to be completed in early July therefore, staff requests that the Board authorize the County Manager to award and execute the consulting services contract with the successful offeror meeting all requirements set forth in the RFP documents.

FISCAL IMPACT

The Consulting Services Contract to assist in the acquisition of a new Financial System will be funded from General Fund.

STAFF ANALYSIS SUMMARY

COUNTY MANAGER

Bernalillo County currently shares its Financial System with the City of Albuquerque. The system includes all software for the general ledger, purchasing, accounts payable, financial reporting, budget reports, inventory, accounts receivable and Treasury interfaces. The City of Albuquerque intends to “shut down” the mainframe computer within two years and install a new Financial System. As a result, the County is facing one of the following decisions:

1. Convert the existing Financial System to current hardware technology and install the latest software upgrades.
2. Purchase a new, state of the art Financial System.
3. Enter into an agreement with the City to use the new Financial System. The City has already selected Peoplesoft for its Financial System and expects to spend approximately \$12 million on the system.

I recommend Board approval. TL 6/23/05

DEPUTY COUNTY MANAGER FOR FINANCE

The selection of an experienced and independent vendor to assist the County in its needs assessment and final selection of a Financial System is very important. In addition to being very costly, the new system should last 15-20 years. Implementation must also be smooth and seamless because all purchases and payments will be made and recorded on the system. I recommend approval. Dan Mayfield 6/21/05

LEGAL

The Bernalillo County Commission can delegate authority to the County Manager to award and execute the Consulting Service Contract. TDC 6/21/05

FINANCE

Budget	Funding is available for the Consulting Services Contract in General Fund. Maria Zuniga, Financial Projects Coordinator 6/20/05
Purchasing	Proper purchasing procedures were followed for the solicitation of RFP# 33-05-JJ. Joann Jim, Senior Buyer 6/21/2005
Contracts	A contract control number will be issued when the contract is finalized with the successful offeror. Joann Jim, Senior Buyer 6/21/2005
Risk Management	The Contractor shall provide a certificate of insurance naming the County as an additional insured with the like kinds and amounts of insurance referenced in Section C of the RFP. David A. Baca, Risk Management 6/21/05